

TRAINING AND EXERCISE SUBCOMMITTEE MEETING MINUTES

WEDNESDAY, JANUARY 9, 2018
DE STATE FIRE SCHOOL, DOVER

On January 9th, 2019 the Training and Exercise Subcommittee meeting was held at the Delaware State Fire School in Dover, DE with representatives from the Training and Exercise Subcommittee and the Delaware Emergency Management Agency (DEMA).

Attendees	Agency
Robert Newnam, Chairman	DSFS
Jerry Brennan, Alt. Chairman	DSFS
Thomas Nesbella	DEMA
Christine Beste	DEMA
Justin Puchalsky	DEMA
Mei Johnson	DEMA/CERT
William Wipf	DEMA
Lisa Tanielian	DDA
Suzanne Raab-Logan	DE HC Assoc.
Tucker Dempsey	Fire Service
Betty Decker	PHPS
Claudette Martin-Wus	DTI
Harvey Velott	DSP
David Mick	Kent County
Glenn Marshall	Sussex Co. EMS
Jamie Bethard	DNREC

- Alt. Chairman Jerry Brennan welcomed everyone called the meeting to order at 0834AM.
- A quorum of members were present and introductions were made.
A motion was carried for an approval of the November 15th, 2018 meeting minutes.
APPROVED (Motion by Tucker Dempsey, Second by Harvey Velott)

EXERCISE PROGRAMS

Tom Nesbella Reports:

- Sussex Hurricane TTX; 15 January, 2018
 - o *Tom Nesbella reports:* Sussex county personnel and the town of Lewes are hosting a hurricane tabletop exercise to assess elected officials understanding of existing plans.
- AG TTX; Jan, 2019
 - o *Christine Beste reports:* AG TTX has been rescheduled from 24 January to the middle of March. Exact date TBD.
- DTI cyber FE; Spring 2019
 - o *Claudette Martin-Wus reports:* Date has been secured as 19 June 2019 at the DE State Trooper Association.
- State Terrorism TTX; Spring 2019
 - o *Tom Nesbella reports:* Date for initial Concept & Objectives meeting TBD.
- Other DE exercises:

LE

- State-wide TTX's for school shooting/shelter-in-place, ongoing this year
- TTX, DSCYF active shooter TBD
- TTX, OMB active shooter TBD

HC: Updated Exercise information will be sent to Tom Nesbella.

Al/Nemours

October- Hazardous Release and Decontamination Testing

Bayhealth

TBD - No Notice Drill for Milford facility, 5 Feb 2019 moving in!

February 2019- Mass Evacuation (move to new facility)

Beebe

October - Active Shooter with Ocean view PD

November/December- Infectious Disease Tabletop Exercise

December- Code PINK

*Currently evaluating for ALICE training and influx of patients

Christiana Care

Nanticoke

Winter 2018-19- Ebola Training with Delta

Spring 2019- Active Shooter Drill

St. Francis

October – Full-scale Mass Casualty Exercise

Fall 2018- High Consequence Infectious Disease Tabletop

Other:

Harvey Velott discussed an upcoming exercise with DHSS at the Halloway Campus, additional information pending.

TRAINING PROGRAMS

Christine Beste Reports:

Training Programs; currently working on the 2019 schedule

- PER-230 IRTB / PER-231 PRSBI 15 November, 24 attended
- PER-243 7 January, 19 attended
- PER-243 Train the Trainer 8-10 January, 9 attended

Upcoming:

- Amtrak Passenger Train Emergency Response course 17 January, 32 enrolled
- AWR-345 Unmanned Aircraft Systems in Disaster Management course 19 Feb. 34 enrolled
- AWR-160 WMD Awareness Level 5 March, 11 enrolled
- AWR-147 Rail Car Incident Response 28 March, 0 enrolled
- MGT-331 (COOP) 9-10 April, 3 enrolled
- PER-320 PPE course (PH only) 11 April
- Currently working on the 2019 schedule
- In-residence courses
 - Center for Domestic Preparedness (CDP), 1
 - New Mexico Tech (NMT), 0
 - Counter Terrorism Operations Support (CTOS), 0

Due to the current Federal shut-down CDP and EMI facilities are closed/limited. CDP leadership will make decisions every Thursday, as to the re-open date of their facility.

CTOS is still operational.

AFTER ACTION REPORT IMPROVEMENT PLAN

- None

FINANCIAL STATEMENTS

Tom Nesbella Reports:

- Financial Statements; FY16 & FY17 T&E discussed (Details withheld- Official Use Only)

OLD BUSINESS

Disciplines brief on written summaries from previously approved classes or conferences:

LE:

1. FIAT Instructor Course, 25 Feb-2 Mar 18
 - *Financed through alternative source*
2. MS-ISAC conference, 8-11 Apr 18
3. North American Mounted Unit training, 20-22 Apr 18
4. Mid Atlantic INLETS conference, 18-22 June 18
5. East Coast Gang conference, 25-28 Sept 2018
6. NYSP Dive Training, 30 Sept- 5 Oct 18
 - *Professional instruction and training for deep water diving and recovery techniques/equipment.*
7. Internet Evidence Finder Ops course, 9-12 Oct 18
 - *IEF training provided a comprehensive understanding of forensic software capabilities and reporting functionality.*
8. Cell-brite cert training, TBD
 - *changing vendor, pending date confirmation*
9. Essentials of cyber security, 12-14 Oct 2018
10. CLEIG training conference, 17-19 Oct 2018
11. IAEM training conference, 19-24 Oct 2018
 - *attendance request canceled*
12. DHS Narcotics Analytic seminar, 23-24 Oct 18
13. NTOA Crisis Management Conference, 29 Oct – 2 Nov 18
 - *Discussed policies, best practices, lessons learned, response tactics regarding negotiations*
14. National Tech Investigators training conference, 5-8 Nov 18
 - *National Fusion Center Conference and training event*
15. Foundations of Digital Forensics with EnCase and Building an Investigation with EnCase, 26-30 Nov 18
 - *Training provided opportunity for examiners to gain proficiency with forensic investigative software*
16. Magnet Forensic Axion Software Certification course, 27-30 Nov 18
 - *Capabilities of Axion to support internet forensics investigations*
17. Use of Force Summit, 27-29 Nov 18
 - *Recommended annual attendance to keep up with legal concerns, training, and reporting trends.*
18. Outlaw Motorcycle Gang Conference, 2-5 Dec 18
 - *A lot of valuable information and situational awareness. However, was not specifically applicable to Delaware.*

FS:

1. Drone Pilot Cert training, TBD
 - *Moved to core training. Report pending attendees completing exam.*
2. Swift water Rescue, 26-29 June
 - *Rescheduled TBD*
3. NCC Structural collapse, Oct 2018
4. Structural collapse, VA beach, 12-21 Oct 2018

CT:

1. UAS Level 1 Thermography course, 29 Jan – 1 Feb 2019

EMS:

1. ALERRT conference 4-7 Nov 2018
 - *Certification and recertification of attendees as instructors*

Thomas Nesbella adds:

FEMA guidance on hotels adding in 'Hospitality Fee'

FEMA grant guidance specific to LE training courses, sent to LE

NEW BUSINESS

Requests for Training

Any requests over \$25,000 must go through the GSS approval process prior to approval of the T&E subcommittee per our fiscal year.

- DTI Claudette Martin-Wus reports:
 - \$3,478.50 *request canceled*
 - \$2,737.00 *requested for training to enhance State of Delaware's Continuity Operations Plan (COOP) Program*
 - *Motion by Harvey, 2nd by Dave Mick, approved.*
- EMS Dave Mick reports:
 - \$7,485.68 *requested for SWAT medic re-certification.*
 - *Motion by Glenn, 2nd by Harvey, approved.*
- FS Tucker Dempsey reports:
 - \$2,546.00 *requested for Tower Rescue Operations training*
 - \$8,980.00 *requested for 8 attendees to the Public Safety UAS Conference, attendees will be multi-disciplinary*
 - \$9,720.00 *requested for Vehicle Extraction Class*
 - *Motion by Harvey, 2nd by Glenn, approved*
- LE Harvey Velott reports:
 - \$7,500.00 *amended to \$7242.00 requested for Tactical Explosive Breaching certification course*
 - *Additional information provided regarding upcoming Delaware Homeland Security Conference scheduled for 21-23 May 2019*

Request for Exercises

- DTI Claudette Martin-Wus reports:
 - \$18,836.00 *requested for 4 personnel to attend a conference to include training and exercise opportunities to increase knowledge and understanding of improving cyber security*
 - \$4,674.00 *requested to allow 2 personnel to attend and participate in the National Guard Cyber Security exercise Cyber Shield in April 2019*
 - *Motion by Harvey, 2nd by Glenn, approved*

T&EPW approval:

- *Thomas Nesbella reports: final draft of T&EPW has been electronically distributed. No additional amendments requested. The approval of the final T&EPW was put to the committee members for a vote. Unanimous approval. An electronic and hard copy of approved plan will be distributed to all stakeholders, disciplines and committee members.*
 - o *Motion by Harvey, 2nd by Glenn, approved*

NIMS COORDINATOR UPDATE

William Wipf reports:

- NIMs report has been submitted finished and submitted
- National Engagement Period: National Qualification System Supplemental Guidance hosting 5 separate Webinars through 24 January 2019 to provide an opportunity for interested parties to comment on newly developed supplemental guidance.

CERT/CITIZEN CORPS

Mei Johnson Reports:

- Upcoming events:
 - o 9 February is Empowerment Day at the Delaware State Fire School
 - o 28 Feb. – 1 March CERT training closed to general public
 - o Del Tech, Georgetown CERT training open to general public being offered 19-20 April. Registration through Delaware Learning Center.

OTHER SUBCOMMITTEE BUSINESS

- o *None*

COMMITTEE MEMBERS COMMENTS

- o *None*

CONCLUSION

- Per Alt Chairman Jerry Brennan the meeting is adjourned at 09:23AM
 - o *Motion by Harvey Velott, 2nd by Dave Mick, carried.*

Respectfully Submitted,
-Christine Beste